

LORD STIRLING SCHOOL-03609485 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	LORD STIRLING School	502		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:30 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:38 PM	On May 10th signage was downloaded identifying what constitutes as a reimbursement meal. All classrooms were provided with this poster and hung in a prominent place			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	Each serving area/classroom must have signage posted at or near the beginning of the serving line (or in classrooms, if applicable) identifying what constitutes a reimbursable meal. Schools using offer versus serve must identify what a student must select, including the requirement to take at least ½ cup fruit or vegetable. Note: Only posting a menu does not meet requirements. A sample sign (Form 300) is available on the Department of Agriculture's Form website. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	LORD STIRLING School	501		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:30 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:45 PM	On May 10, 2019 a policy was discussed outlining training regarding reimbursement meals. This will be completed prior to the end of the school year and all food service staff will be instructed and instructional hours will be recorded.			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	Food service staff must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	LORD STIRLING School	500		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:30 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:36 PM	On April 3, 2019 Lord Stirling began the process of instituting a meal service whereby all classrooms would be offered all 5 required components in the required amounts. They would then be encouraged to select the 3 required components for a reimbursement meal.			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	At lunch, under offer versus serve, all 5 required meal components must be offered to students in minimum required quantities. Students must take a minimum of 3 food components in the required portion size. One component selected must be at least ½ cup fruit and/or vegetable. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Civil Rights	LORD STIRLING School	811		CAP Accepted

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Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:30 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:34 PM	On May 10m 2019, the current USDA "And Justice for All" poster was downloaded for all classrooms where students consume meals and hung in place.			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	SFA did not have the current USDA "And Justice for All" poster displayed in a prominent location and visible to the students. If meals are served in the classroom, one is required for every classroom. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	LORD STIRLING School	403		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:30 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:46 PM	This was addressed in corrective action #3			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	A minimum of two varieties of fluid milk must be offered throughout the lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	SFA/Sponsor On-Site Monitoring	LORD STIRLING School	901		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:29 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:48 PM	On May 10, 2019 an onsite review was conducted by an SFA employee and kept on file. Going forward the process will be completed before February 1, 2020.			
	Flagged Kristin Lawton 04/12/2019 03:19 PM	All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	LORD STIRLING School	1404		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:29 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:32 PM	On May 10, 2019 Lord Stirling located the sample food safety plan from the Department of Agriculture web page and downloaded, filled out and is currently kept on file.			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	SFA did not have a copy of the written food safety plan available on day of review. Schools participating in the school lunch and breakfast programs must implement a food safety program for the preparation and service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
Dietary Specification Assessment Tool (On Site Observation)	Dietary Specification Assessment Tool (On Site Observation)	LORD STIRLING School	2		CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:29 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:30 PM	On April 4, 2019 two different types of milk 1% low fat for white milk and fat free chocolate milk were offered to all students.			
	Flagged Kristin Lawton 04/12/2019 03:17 PM	Unflavored low-fat 1% milk or fat-free (unflavored or flavored) milk are the only choices that can be offered to students and should also be used in standardized recipes. Technical assistance was provided.			
On-Site Assessment Tool	Certification and Benefit Issuance				CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:28 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:27 PM	<p>On May 6, 2019 contact was made with Emma Davis Kovacs at the Division of Child Nutrition. We informed Ms. Kovacs that Lord Stirling School would be using the current vendor- Basking Ridge School District to end of contact June 2019. We requested a list of approved vendors that our school could use.</p> <p>On May 20, 2019 we contacted Eddie Webb of All Kids Catering of Somerset, NJ. The vendor agreed to a contract starting July 8, 2019. Going forward the contract with this new vendor will meet all compliance with said contract.</p>			
	Flagged Kristin Lawton 04/15/2019 10:45 AM	Contract non-compliance for this year's SFA-SFA Vended Meals Contract. Explain, in detail, what steps are being taken to avoid such issues occurring in the future, and to ensure a compliant contract with another vendor for the coming school year.			
On-Site Assessment Tool	Professional Standards		1213		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:28 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:51 PM	On May 10, 2019 Food Service Director, Barbara Strickarz (replacing Glen Francheck) will participate in the free online training course. Training course completion will occur June 1, 2019.			
	Flagged Kristin Lawton 04/12/2019 03:18 PM	The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at www.theicn.org or the SFA can choose their own online or in person training resource to obtain the required food safety training. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date when the food safety training will be completed.			
On-Site Assessment Tool	Food Safety, Storage and Buy American		1400		CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:28 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:51 PM	This was addressed in #4			
	Flagged Kristin Lawton 04/12/2019 03:19 PM	The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	LORD STIRLING School	1405		CAP Accepted
Corrective Action History	CAP Accepted Kristin Lawton 07/17/2019 03:28 PM	CAP Accepted			
	CAP Submitted WENDI SMITH 07/10/2019 01:52 PM	This was addressed in #2			
	Flagged Kristin Lawton 04/12/2019 03:19 PM	SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected.			
On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	LORD STIRLING School	1406		CAP Removed
Corrective Action History	CAP Removed Kristin Lawton 07/17/2019 03:27 PM	CAP Removed			
	Flagged Kristin Lawton 04/12/2019 03:21 PM	When feasible, most recent food safety inspection certificate must be hung in a publicly visible location. An example for Lord Stirling School could be in the cafeteria when renovation is complete, and, in the meantime, hung up in the main office.			
	CAP Removed Kristin Lawton 04/12/2019 03:17 PM	CAP Removed			
	Flagged Kristin Lawton 04/03/2019 01:13 PM				